



FPARSweb

*Flag Officer Performance Assessment
Report System Website*

User Documentation

Flag Report Process (Overview)

1. Log onto the website www.e-reservist.net/fparsweb.
2. Enter/ edit personal data of Reporting Senior.
3. Start with **Worksheet**.
4. Fill in block 1-8 of the Professional Performance Dimensions. Averages for each row will update as each rating (1-5, NA) is made. Rank each Professional Performance Dimension 1-8 based on row averages. A comment area is provided for notes.
5. Fill in block 1-4 of the Potential Dimensions. Averages for each row will update as each rating (1-5, NA) is made. Rank each Potential Dimension 1-4 based on row averages. A comment area is provided for notes.

Flag Report Process (Continued)

- Move to **Page 1**.
- Fill in block 10 a (1-8) to rate the individual on professional performance. A text field (in yellow) is provided to enter comments on the individual.
- Fill in block 10 b (1-4) to rate the individual on potential. A text field (in yellow) is provided to enter comments.
- Move to **Page 2**.
- Write comments on the individual in the blanks provided.
- When finished, “sign” the report.
- FPARS Web will make the report available to the reviewing authority.

Login page

Respectfully request you log in.

Username

Password

For access & feedback [Contact Us](#)

Users must provide a valid user name and password.

User passwords

- US Navy Officers: Username is first four letters of last name plus designator (e.g. JONE1200)
Password is first four letters of first name plus last 4 of SSN (e.g. ROBE9999 case sensitive)
- Non- Navy: request password by emailing nxag_n00f@navy.mil
- If you enter your password incorrectly three times, you will be locked out. A new password will be sent to the email address listed in the Flag Roster. If you do not receive it, notify Flag Matters

User Passwords (continued)

- Users should change passwords:
 - When logging in for the first time
 - Whenever the system has assigned a password.

Main Page



Flag Officers Performance Assessment Reports

[|Instructions](#) | [Help](#) | [Contact Us](#) | [Administration](#) | [My Account](#) | [Logout](#) |

Personal Data

Name Allison, Ira K. RDML (SEL)

SSN 000-00-

Title Assistant Commander for Distribution, PERS-4, NAVPERSCOM

Designator 1110

Email ira.allison@navy.mil

Current Cycle FPARS available on line Jul 31, 2004

Rank	Reporting Period	RS Sign NLT	RA Sign NLT	Mbr Sign NLT
0-7/0-8	1 FEB - 31 JUL	31 AUG	30 SEP	15 OCT
0-9	1 AUG - 31 JUL	31 JUL/15 SEP	05 OCT (CNO)	15 OCT

Member

Start of Reporting Period (Click to View)

1 Feb 2003-31 Jul 2003

Awaiting

RS

Route(d)

18 May

To Sign

Name (Click to View)

RDML Armstrong Bart A.

RDML Austin Dean I.

RADM Bailey Kenneth A.

RADM (SEL) Burton Thomas K.

RDML (SEL) Crews Morgan W.

RADM Mccord Bradley D.

As

2RA

2RA

2RA

1RS

1RS

1RS

Route(d)

1RS-18 May

1RS-28 May

1RS-18 May

1RS-18 May

1RS-18 May

1RS-18 May

Signed

Name (Click to View)

RDML Adkins Guy V.

RADM (SEL) Barker Larry E.

RADM Briggs Alvin M.

As

1RS

1RS

1RS

Route(d)

3MBR-7 Aug

2RA-10 Jul

2RA-15 Jul

Main Page Menu



Flag Officers Performance Assessment Reports

[|Instructions](#) | [Help](#) | [Contact Us](#) | [Administration](#) | [My Account](#) | [Logout](#) |

- Instructions: Link to BUPERSINST 1611.16A with detailed, block by block instructions
- Help: Link to Powerpoint presentation and frequently asked questions
- Contact Us: email to report problems, ask questions. Will be answered within 24 hours.
- Administration: Flag Matters office use only.
- My Account: Change Password, personal information
- Logout: Use this button to log off the website. This button will record the log out time or “close your session”.
- **Use the menu links instead of your browser back and forward buttons**

Edit Personal Data

- Click on “my account” from the main page
- Enter old password and then create and verify a new password
- Verify and change personal data
- Enter email address under personal data
- When finished, click “Main” to return to the main page

All fields in yellow can be changed

Personal Information	
Please Contact Flag Matters (PERS-UOF) for changes to items that are not editable. Flag Matters can then ensure related data sources are updated too.	
Last View of Update	7/22/2004 9:35:22 PM
Email address	
Title	Fleet Commander, U.S. Atlantic Fleet
Last Name	HORNBLOWER
First Name	HORATIO
Middle Name	
Suffix	
Service Branch	USN
Designator	2700
Flag Year Group	NA
Acquisition Professional	NON-AP
Duty Station	
AUIC	
Report Date	

Personal Data, Current Cycle

Personal Data				
Name	Allison, Ira K. RDML (SEL)		SSN	000-00-9999
Title	Assistant Commander for Distribution, PERS-4, NAVPERSCOM		Designator	1110
Email	ira.allison@navy.mil			
Current Cycle FPARS available on line Jul 31, 2004				
Rank	Reporting Period	RS Sign NLT	RA Sign NLT	Mbr Sign NLT
0-7/0-8	1 FEB - 31 JUL	31 AUG	30 SEP	15 OCT
0-9	1 AUG - 31 JUL	31 JUL/15 SEP	05 OCT (CNO)	15 OCT

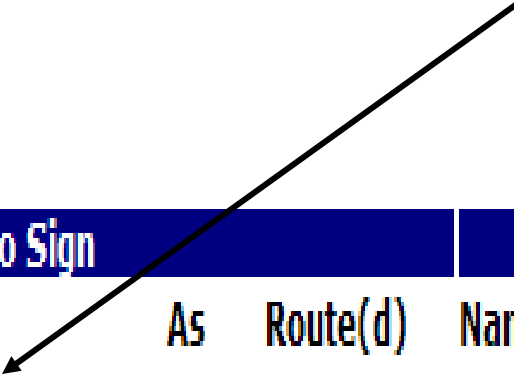
- Personal data for current user
 - Only last 4 of SSN will be displayed
 - FPARS for current cycle only

Creating/ Editing Reports

- From Main page, click on any reports listed in red
- Create a new report by opening and filling out the worksheet. Each dimension shall be graded 1 through 5 or N/A. Rank each dimension (1 through 8 or 1 through 4) before proceeding to page 1
- Worksheets are only seen by the Reporting Senior and are not part of the Performance Assessment that is viewed by the member

View of report on main page without signature

View of report before signature on main page



To Sign			Signed		
Name (Click to View)	As	Route(d)	Name (Click to View)	As	Route(d)
RADM Bowers Julie H. III	1RS	1RS-18 May	RDML Shafer Angela T.	1RS	2RA-4 Aug

Worksheet Menu

Main | **Worksheet** view | Page 1 view | Page 2 view | Help | Logout

Your Role is Reporting Senior for Period Ending 31 JUL 2004									
Bowers Julie H. III RADM 000-00-50 /1115 AUIC:65895 RHQ SOUTHLANT NATO									
Report Date: 29 Sep 2000 Period of Report: 1 Feb 2003-31 Jul 2003							Overall Average	2.70	
Professional Performance Dimensions									
5=Greatly Exceeds Norm 4=Exceeds 3=At Norm 2=Below 1=Well Below Norm NA= Not Applicable								2.75	
(1) Mission Accomplishment								Avg	Rank
1	Decisiveness/	2	Measures	3	Achieves	4	Tactical	2.00	1

- Main: Link to Main Page
- Worksheet: Worksheet edit mode
- View (Worksheet): Printer friendly version of the worksheet
- Page 1: Page 1 edit mode
- View (Page 1): Printer friendly version of page 1
- Page 2: Page 2 edit mode
- View (Page 2): Printer friendly version of page 2
- Help: Link to help documentation
- Logout: Use this button to close the session. Use this button rather than closing the browser. This link will record the log out time.

Worksheet edit mode

Main | **Worksheet** view | Page 1 view | Page 2 view | Help | Logout

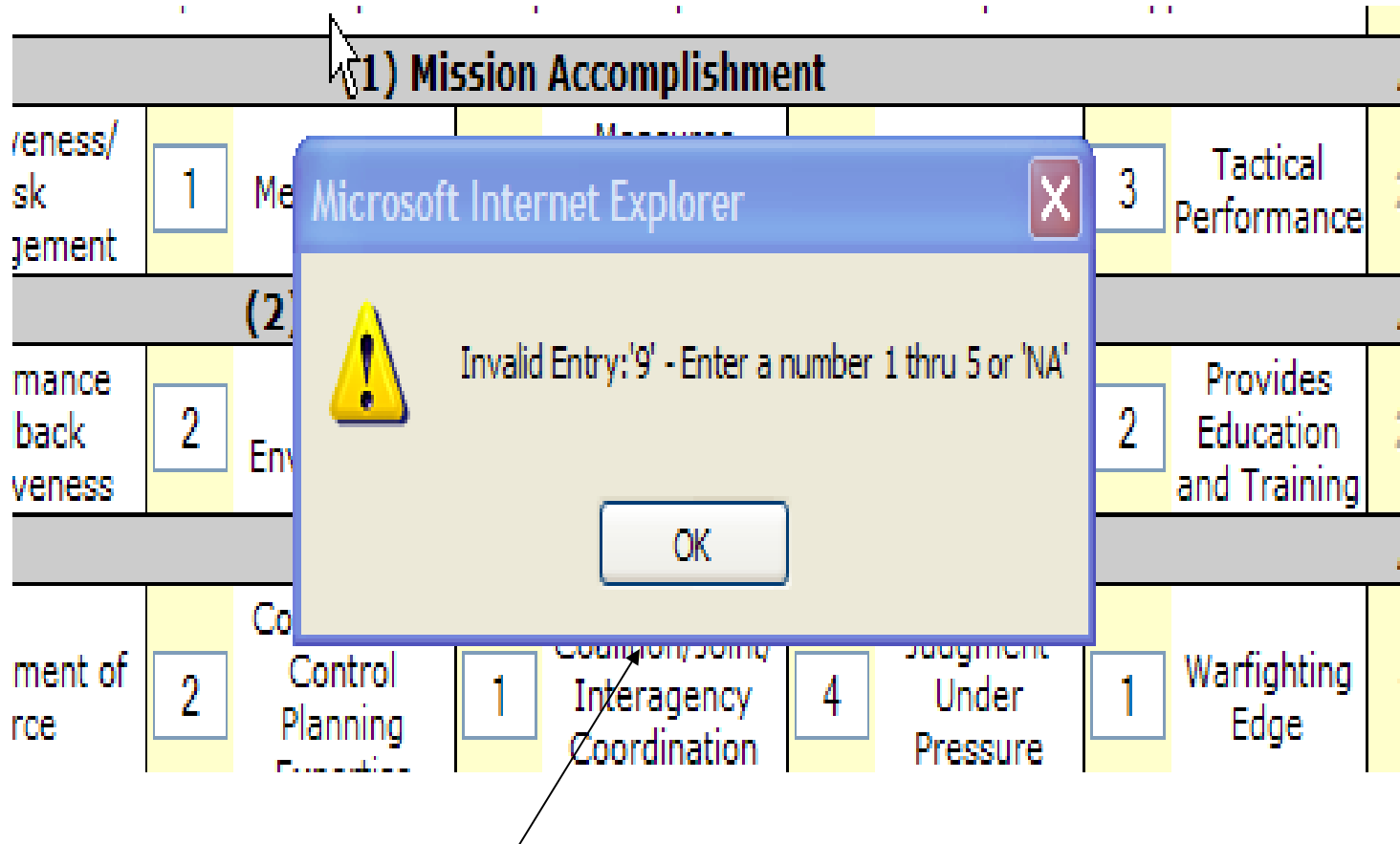
Your Role is Reporting Senior for Period Ending 31 JUL 2004									
Bowers Julie H. III RADM 000-00-50 /1115 AUC:65895 RHQ SOUTHLANT NATO									
Report Date: 29 Sep 2000 Period of Report: 1 Feb 2003-31 Jul 2003								Overall Average	2.70
Professional Performance Dimensions									
5=Greatly Exceeds Norm 4=Exceeds 3=At Norm 2=Below 1=Well Below Norm NA= Not Applicable									
								2.75	
(1) Mission Accomplishment									
								Avg	Rank
1	Decisiveness/ Risk Management	2	Meets Goals	2	Measures Execution With Metrics	2	Achieves Results	3	Tactical Performance
								2.00	1
(2) Growth and Development of People									
								Avg	Rank
5	Performance Feedback Effectiveness	1	Work Environment	2	Mentorship Ability	2	Coaching Ability	3	Provides Education and Training
								2.60	2
(3) Operational Competence									
								Avg	Rank
5	Employment of Force	5	Command & Control Planning Expertise	3	Coalition/Joint/ Interagency Coordination	3	Judgment Under Pressure	1	Warfighting Edge
								3.40	3
(4) Vision/Strategic Perspective									
								Avg	Rank
2	Understands Navy Mission/ Purpose	3	Links Vision To Navy Vision	4	Links Strategy To Navy Strategy	3	Strategic Thinking	1	Innovation and Creativity
								2.60	4
(5) Business Acumen/Skills									
								Avg	Rank
1	Knowledge of Navy Programming	1	Financial Resources Management	1	Human Resources Management	1	Leverages Technology	5	Meets Deadlines
								1.80	5
(6) Communication Skills									
								Avg	Rank
5	Provides Clear Guidance	1	Quality of Oral Presentation	3	Written Communication	5	Extem- poraneous	5	Public Communi- cations
								3.80	6
(7) Behavior									
								Avg	Rank
2	Displays Uncompromising Values/Honesty/ Ethics	1	Displays Enthusiasm/ Passion	1	Accepts Responsibility/ Accountability	5	Loyalty	3	Military Bearing And Appearance
								2.40	7
(8) Leading People									
								Avg	Rank
5	Team Building	3	Energy/ Enthusiasm	3	Positive Attitude	1	Motivates and Inspires	5	Leads by Example
								3.40	8
Text Comments									
Potential Dimensions									
5=Very High 4=High 3=Average 2=Low 1= Very Low									
								2.60	
(1) Organizational Skills									
								Avg	Rank
2	Navy Organizational Understanding	1	DoD Organizational Understanding	5	Joint Understanding	2	Interpersonal Skills	3	Networking
								2.60	1
(2) Personal/Professional Development									
								Avg	Rank
1	Continuing Education	1	Life-Work Balance	5	Responsiveness to Feedback	5	Improves Knowledge, Skill, Ability	2	Information Technology Skills
								2.80	2
(3) Leading Change									
								Avg	Rank
3	Creativity and Innovation	5	External Awareness	2	Stimulates Better Process	4	Flexibility	2	Evaluates New Ideas
								3.20	3
(4) Savvy									
								Avg	Rank
4	Raw Intelligence	1	Common Sense	2	Ability to Mediate	1	Perceptive	1	Adaptive
								1.80	4
Text Comments									

Input fields

Resulting
averages from
input field

Member
ranking

Error message when entering an invalid number in Worksheet



Error Message: Press "OK" button to recover from this error and enter a valid input number

1611/ Page 1

- Fill in blocks 5 (AUIC), 6 (Duty Station), 7 (Date reported) and 9 (Duties Assigned) at the top
- Click on the ranking buttons for each dimension (i.e., Greatly exceeds norm, exceeds norm, etc.)
- Fill in text in the yellow boxes for each dimension
- When complete, click on “Page 2” at the top of the website

Page 1 edit mode

Annotations:

- AUIC Input field
- Date Reported input field
- Duty Station input field
- Assigned duties input field

Your Role is Reporting Senior for Period Ending 31 JUL 2004			
Shafer Angela T.	RDML	1615	000-00-255
AUIC: 88860	Duty Station: COMNAVRESSECGRU		
Date Rptd: (enter m/d/yy)	8/23/2002		
Reporting Period: 1 Aug 2003 - 31 Jan 2004			
Duties Assigned:			
Assigned Duties.			
10. Ratings - Complete Assessment Worksheet before entering ratings. Select one option for each numbered item below. Comment on Each.			
			Rank Order the

Page 1 edit mode

Header field

Main | Worksheet view | **Page 1**view | Page 2 view | Help | Logout

Your Role is Reporting Senior for Period Ending 31 JUL 2004							
Bowers Julie H. III		RADM	1115	000-00-50			
AUC: 65895		Duty Station: RHQ SOUTHLANT NATO					
Date Rptd: (enter m/d/yy) 9/29/2000							
Reporting Period: 1 Feb 2003 - 31 Jul 2003							
Duties Assigned:							
Assigned Duties.							
10. Ratings - Complete Assessment Worksheet before entering ratings. Select one option for each numbered item below. Comment on Each.							
a. PROFESSIONAL PERFORMANCE	Greatly Exceeds Norm	Exceeds Norm	At Norm	Below Norm	Well Below Norm	Rank Order the Individual's Professional Performance Dimensions (1-8)	WS Avg
(1) Mission Accomplishment	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	1	2.00
Comments							
(2) Growth	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	2	2.60
Comments							
(3) Operational Competence	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	3	3.40
Comments							
(4) Vision/Strategic Perspective	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	4	3.00
Comments							
(5) Business Acumen/Skills	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	5	1.80
Comments							
(6) Communication Skills	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	6	3.80
Comments							
(7) Behavior	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	7	2.40
Comments							
(8) Leading People	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	8	3.40
Comments							
b. POTENTIAL		Very	High	Average	Low	Very	Rank Order the Individual's Professional
							WS

Assessment worksheet input field

Page 1

Professional Performance Dimensions

Individual ranking

Average

Ranking buttons

10. Ratings - Complete Assessment Worksheet before entering ratings. Select one option for each numbered item below. Comment on Each.

a. PROFESSIONAL PERFORMANCE	Greatly Exceeds Norm	Exceeds Norm	At Norm	Below Norm	Well Below Norm	Rank Order the Individual's Professional Performance Dimensions (1-8)	WS Avg
(1) Mission Accomplishment	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	1	2.20
Comments							
<div></div>							
(2) Growth	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	2	2.00
Comments							
<div></div>							

Comments field

1611/ Page 2

- Complete blocks highlighted in yellow
- Click “Signature and Date” button when complete. This action will place a date and time in the block and will lock the report to prevent future editing.
- If the report needs further editing, send an email to Flag Matters at nxag_n00f@navy.mil

Page 2 edit mode

Main | Worksheet view | Page 1 view | Page 2 view | Help | Logout

00F Review Complete Date:

Your Role is Reporting Senior for Period Ending 31 JUL 2004

Bowers Julie H. III	RADM	1115	000-00-50
AUIC65895	Duty Station: RHQ SOUTHLANT NATO		
Date Rptd: 29 Sep 2000	Reporting Period: 1 Feb 2003 -31 Jul 2003		
11. Reporting Senior's Assessment of Potential			
a. Short Term (0-2 years)			
<div></div>			
b. Long Term			
<div></div>			
c. Ranking Among Peers with Same Reporting Senior			
<div></div>			
d. Recommendation for Promotion/Assignment			
<div></div>			
12. Development			
a. Needs			
<div></div>			
b. Plan			
<div></div>			
13. Reporting Senior			
a. Name, Grade, Designator, SSN, Title and Command		b. Signature and Date	
John G. Wood III, RADM, USN, 1310, 032-26-56, Director, Air Warfare Division, N78B, OPNAV			
14. Flag Assessment Review Authority			
a. Strengths/Weaknesses Not Addressed by Reporting Senior			
b. Comment on Potential			
c. Recommendation for Promotion/Assignment			
d. Extent of Observation			
e. Name, Grade, Designator and Title		f. Signature and Date	
Daniel Dickson, VADM, USN, 1110, COMNAVSURFPAC			
15. Officer Evaluated - "I have seen this report, been apprised of my performance, and understand my right to submit a statement."			
a. I intend to submit a statement		c. Signature and Date	
b. I do not intend to submit a statement	x		
16. VCNO/CNO Review			
a. Signature and Date			
b. Signature and Date			

Member information

Assessment of potential input field Reporting senior's review and signature block

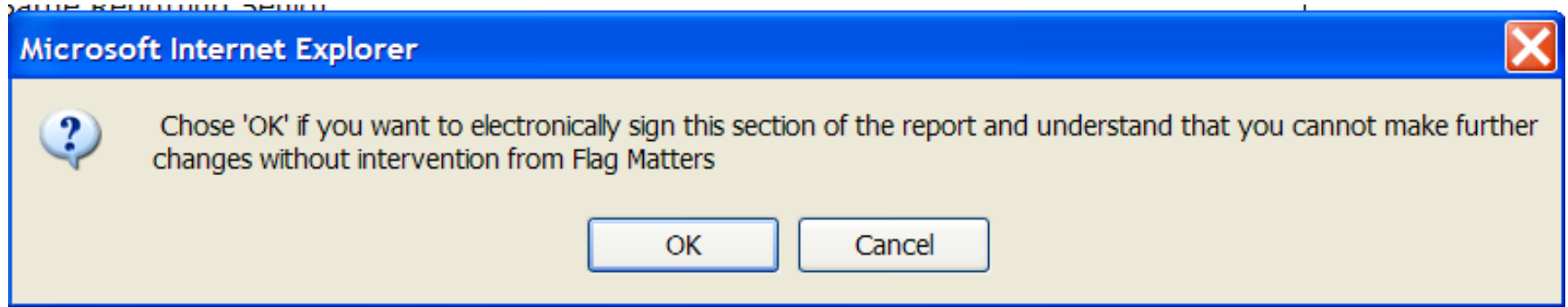
Page 2 Reporting senior signature block (before signature)

Reporting Senior information

13. Reporting Senior	
a. Name, Grade, Designator, SSN, Title and Command John G. Wood III, RADM, USN, 1310, 032-26-56, Director, Air Warfare Division, N78B, OPNAV	b. Signature and Date

Signature block

Signature Confirmation



- Click Cancel to prevent routing and allow further editing
- Click OK to route to next signer

[Main](#) | [Worksheet](#) | [Page 1](#) | [Page 2](#) | [Help](#) | [Logout](#)

You have signed the report as the Reporting Senior effective #8/10/2004 11:04:28 AM#. The report is now available to the next signer.

Result from clicking Signature block

[Main](#) | [Worksheet](#) | [Page 1](#) | [Page 2](#) | [Help](#) | [Logout](#)

You have signed the report as the Reporting Senior effective #8/4/2004 5:31:44 PM#.
The report is now available to the next signer.



Page 2 Reporting senior signature block (after signature)

Reporting Senior information

13. Reporting Senior	
a. Name, Grade, Designator, SSN, Title and Command John G. Wood III, RADM, USN, 1310, 032-26-56, Director, Air Warfare Division, N78B, OPNAV	b. Signature and Date 8/4/2004 5:31:44 PM

Signature block

View of Report After Signature on Main Page

To Sign			Signed		
Name (Click to View)	As	Route(d)	Name (Click to View)	As	Route(d)
			RADM Bowers Julie H. III	1RS	2RA-4 Aug
			RDML Shafer Angela T.	1RS	2RA-4 Aug



View of report after signature on main page

“View” Mode

- Printer- friendly format
- Only available while editing reports
 - From Main menu, click on “view” next to “Worksheet”, “Page 1” or “Page 2” links at top of menu
- The page can be printed and kept as a copy for personal records

Worksheet View Mode

Main | Worksheet **view** | Page 1 view | Page 2 view | Help | Logout

Your Role is Reporting Senior for Period Ending 31 JUL 2004											
Bowers Julie H. III RADM 000-00-50 /1115 AUIC:65895 RHQ SOUTHLANT NATO											
Report Date: 29 Sep 2000 Period of Report: 1 Feb 2003-31 Jul 2003										Overall Average	2.70
Professional Performance Dimensions											
5=Greatly Exceeds Norm 4=Exceeds 3=At Norm 2=Below 1=Well Below Norm NA= Not Applicable										2.75	
(1) Mission Accomplishment										Avg	Rank
1	Decisiveness/ Risk Management	2	Meets Goals	2	Measures Execution With Metrics	2	Achieves Results	2	Tactical Performance	2.00	1
(2) Growth and Development of People										Avg	Rank
5	Performance Feedback Effectiveness	1	Work Environment	2	Mentorship Ability	2	Coaching Ability	3	Provides Education and Training	2.60	2
(3) Operational Competence										Avg	Rank
5	Employment of Force	5	Command & Control Planning Expertise	3	Coalition/Joint/ Interagency Coordination	3	Judgment Under Pressure	1	Warfighting Edge	3.40	3
(4) Vision/Strategic Perspective										Avg	Rank
2	Understands Navy Mission/ Purpose	3	Links Vision To Navy Vision	4	Links Strategy to Navy Strategy	3	Strategic Thinking	1	Innovation and Creativity	3.00	4
(5) Business Acumen/Skills										Avg	Rank
1	Knowledge of Navy Programming	1	Financial Resources Management	1	Human Resources Management	1	Leverages Technology	5	Meets Deadlines	1.80	5
(6) Communication Skills										Avg	Rank
5	Provides Clear Guidance	1	Quality of Oral Presentation	3	Written Communication	5	Extemporaneous	5	Public Communications	3.80	6
(7) Behavior										Avg	Rank
2	Displays Uncompromising Values/Honesty/ Ethics	1	Displays Enthusiasm/ Passion	1	Accepts Responsibility/ Accountability	5	Loyalty	3	Military Bearing And Appearance	2.40	7
(8) Leading People										Avg	Rank
5	Team Building	3	Energy/ Enthusiasm	3	Positive Attitude	1	Motivates and Inspires	5	Leads by Example	3.40	8
Text Comments											
Potential Dimensions											
5=Very High 4=High 3=Average 2=Low 1= Very Low										2.60	
(1) Organizational Skills										Avg	Rank
2	Navy Organizational Understanding	1	DoD Organizational Understanding	5	Joint Understanding	2	Interpersonal Skills	3	Networking	2.60	1
(2) Personal/Professional Development										Avg	Rank
1	Continuing Education	1	Life-Work Balance	5	Responsiveness to Feedback	5	Improves Knowledge, Skill, Ability	2	Information Technology Skills	2.80	2
(3) Leading Change										Avg	Rank
3	Creativity and Innovation	5	External Awareness	2	Stimulates Better Process	4	Flexibility	2	Evaluates New Ideas	3.20	3
(4) Savvy										Avg	Rank
4	Raw Intelligence	1	Common Sense	2	Ability to Mediate	1	Perceptive	1	Adaptive	1.80	4
Text Comments											

Page 1 view mode

Main | Worksheet view | Page 1 **view** | Page 2 view | Help | Logout

Your Role is Reporting Senior for Period Ending 31 JUL 2004							
Bowers Julie H. III		RADM		1115		000-00-50	
AUC: 65895 Duty Station: RHQ SOUTHLANT NATO Date Rptd: 29 Sep 2000							
Reporting Period: 1 Feb 2003 - 31 Jul 2003							
Duties Assigned: Assigned Duties.							
10. Ratings - Complete Assessment Worksheet before entering ratings. Select one option for each numbered item below. Comment on Each.							
a. PROFESSIONAL PERFORMANCE	Greatly Exceeds Norm	Exceeds Norm	At Norm	Below Norm	Well Below Norm	Rank Order the Individual's Professional Performance Dimensions (1-8)	WS Avg
(1) Mission Accomplishment				X		1	2.00
Comments							
(2) Growth			X			2	2.60
Comments							
(3) Operational Competence			X			3	3.40
Comments							
(4) Vision/Strategic Perspective			X			4	3.00
Comments							
(5) Business Acumen/Skills				X		5	1.80
Comments							
(6) Communication Skills		X				6	3.80
Comments							
(7) Behavior				X		7	2.40
Comments							
(8) Leading People			X			8	3.40
Comments							
b. POTENTIAL	Very High	High	Average	Low	Very Low	Rank Order the Individual's Professional Performance Dimensions (1-8)	WS Avg
(1) Organizational Skill			X			1	2.60
Comments							
(2) Personal/Professional Development			X			3	3.20
Comments							
(3) Leading Change			X			2	2.80
Comments							
(4) Savvy				X		4	1.80
Comments							

Page 2 view mode

Main | Worksheet view | Page 1 view | Page 2 view | Help | Logout

00F Review Complete Date:

Your Role is Reporting Senior for Period Ending 31 JUL 2004		
Bowers Julie H. III		RADM
AUTC65895		1115
Date Rptd: 29 Sep 2000		000-00-50
Duty Station: RHQ SOUTHLANT NATO		
Reporting Period: 1 Feb 2003 -31 Jul 2003		
11. Reporting Senior's Assessment of Potential		
a. Short Term (0-2 years)		
b. Long Term		
c. Ranking Among Peers with Same Reporting Senior		
d. Recommendation for Promotion/Assignment		
12. Development		
a. Needs		
b. Plan		
13. Reporting Senior		
a. Name, Grade, Designator, SSN, Title and Command John G. Wood III, RADM, USN, 1310, 032-26-56, Director, Air Warfare Division, N78B, OPNAV		b. Signature and Date
14. Flag Assessment Review Authority		
a. Strengths/Weaknesses Not Addressed by Reporting Senior		
b. Comment on Potential		
c. Recommendation for Promotion/Assignment		
d. Extent of Observation		
e. Name, Grade, Designator and Title Daniel Dickson, VADM, USN, 1110, COMNAVSURFPAC		f. Signature and Date
15. Officer Evaluated - "I have seen this report, been apprised of my performance, and understand my right to submit a statement."		
a. I intend to submit a statement		
b. I do not intend to submit a statement		x
		c. Signature and Date
16. VCNO/CNO Review		
a. Signature and Date		
b. Signature and Date		

Review Authority (RA) actions

1. Log into the website
2. Click on any reports listed in red under “To Sign” heading
3. The report will open to Page 1. No changes can be made to the grades.
4. Complete RA section of report (Page 2).
5. Sign the report.
6. FPARS Web will make the report available to Flag Matters.

Page 2 Reviewing authority signature block

Review authority assessment comments on individual

14. Flag Assessment Review Authority	
a. Strengths/Weaknesses Not Addressed by Reporting Senior	
b. Comment on Potential	
c. Recommendation for Promotion/Assignment	
d. Extent of Observation	
e. Name, Grade, Designator and Title Ivan Dotson, RADM, USN, 1610, COMNAVSECGRU	f. Signature and Date

Reviewing authority information

Signature block

Member signature

- From the Main page, click on report in **red** to view
- When finished viewing pages 1 and 2, click on the block indicating whether or not you intend to submit a statement and the signature block
- Email the statement to nxag_n00f@navy.mil as a word document or PDF file

Member FPARS

Member		
Start of Reporting Period (Click to View)	Awaiting	Route(d)
1 Feb 2003-31 Jul 2003	RS	18 May
To Sign	neil.pratt@navy.mil	

- If user has a personal report, the status is shown here.
- Hover over the “Awaiting” signer to see email address. Click to send email.

Member – Main

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Personal Data

Name	HORNBLOWER, HORATIO E RDML	SSN	000-00-8045
Title	Fleet Commander, U.S. Atlantic Fleet	Designator	2700
Email			

Current Cycle FPARS available on line Jul 31, 2004

Rank	Reporting Period	RS Sign NLT	Next Sign NLT	Mbr Sign NLT
0-7/0-8	1 FEB - 31 JUL	31 AUG	30 SEP (RA)	20 OCT
0-9	1 AUG - 31 JUL	31 AUG/15 SEP	05 OCT (CNO)	15 OCT (last signer)

Member

Start of Reporting Period (Click to View)

→ 1 Feb 2004-31 Jul 2004

Awaiting

→ RA

Route(d)

10 Aug

Secretary of Defense

To Sign

Name (Click to View)

As

Route(d)

Signed

Name (Click to View)

As

Route(d)

Report is awaiting RA signature (Place cursor over "RA" to display RA title, "Secretary of Defense")

Member- Main

- 10 day hold after Review Authority signs

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You have signed the report as the Review Authority effective #8/10/2004 1:03:54 PM#.

The report will be available to the next signer after a delay of 10 days.

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Personal Data

Name	HORNBLOWER, HORATIO E RDML	SSN	000-00-8045
Title	Fleet Commander, U.S. Atlantic Fleet	Designator	2700
Email			

Current Cycle FPARS available on line Aug 13, 2004

Rank	Reporting Period	RS Sign NLT	Next Sign NLT	Mbr Sign NLT
0-7/0-8	1 FEB - 31 JUL	31 AUG	30 SEP (RA)	20 OCT
0-9	1 AUG - 31 JUL	31 AUG/15 SEP	05 OCT (CNO)	15 OCT (last signer)

Member

Start of Reporting Period (Click to View)

1 Feb 2004-31 Jul 2004

Awaiting	Route(d)
MBR	20 Aug

To Sign

Name (Click to View)

As **Route(d)**

Signed

Name (Click to View)

As **Rout**

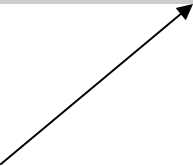
Page 1

: Your Role is Reporting Senior for Period Ending 31 JUL 2004							
1. HORNBLLOWER HORATIO E	2. RDML	3. 2700	4. 000-00-8045				
5. AUIC: 44444 6. Duty Station: HMS SUTHERLAND 7. Date Rptd: 1 Apr 1890							
8. Reporting Period: 1 Feb 2004 - 31 Jul 2004							
9. Duties Assigned:							
10. Ratings - Complete Assessment Worksheet before entering ratings. Select one option for each numbered item below. Comment on Each.							
a. PROFESSIONAL PERFORMANCE	Greatly Exceeds Norm	Exceeds Norm	At Norm	Below Norm	Well Below Norm	Rank Order the Individual's Professional Performance Dimensions (1-8)	WS Avg
(1) Mission Accomplishment	X					1	5.00
Comments							
(2) Growth	X					2	5.00
Comments							
(3) Operational Competence		X				3	4.00
Comments							
(4) Vision/Strategic Perspective			X			4	3.00
Comments							
(5) Business Acumen/Skills				X		5	2.00
Comments							
(6) Communication Skills				X		6	2.00
Comments							
(7) Behavior					X	7	1.00
Comments							
(8) Leading People					X	8	1.00
Comments							
b. POTENTIAL	Very High	High	Average	Low	Very Low	Rank Order the Individual's Professional Performance Dimensions (1-8)	WS Avg
(1) Organizational Skill				X		4	2.00
Comments							
(2) Personal/Professional Development			X			3	3.00
Comments							
(3) Leading Change		X				2	4.00
Comments							
(4) Savvy	X					1	5.00

Page 2 Member Signature Block

15. Officer Evaluated - "I have seen this report, been apprised of my performance, and understand my right to submit a statement."		
a. I intend to submit a statement		c. Signature and Date
b. I do not intend to submit a statement	X	

Intention to submit
written statement
block



Signature block

